

NOTES FROM THE DIRECTORS

Accountability Update - Deduction Inquiry Process

This week kicked off the [Deduction Inquiry Process](#), a two week window that allows notified schools and districts to review their deduction data and if necessary submit an inquiry form to OEA. Schools and districts that would – based on preliminary calculations – receive a deduction on their Fall 2016 accountability report card were notified by email. The notifications were sent to each school and district, with DACs copied on the email. This year, due to data availability, the Deduction Inquiry Process covers two of the three student engagement indicators: **absenteeism** and **dropout rate**. Please note:

- As the data are preliminary, this information is considered **secure** and should not be released in any way.
- Any inquiries around test participations rates, and potential associated deductions, will be handled in the Report Card Inquiry Process during the secure release in September.
- Alternate Accountability schools do not need to respond to the Deduction Inquiry Process. If they received deduction notification email, it is for informational purposes and there is no need to respond.
- Schools and districts have a two week window to submit an Inquiry Form; the Deduction Inquiry Process will close on August 5th – and as always, the earlier they submit inquiries, the better.

Your district/CESA [Accountability Trainer](#) is available to assist with this process. As always, OEA is happy to assist and answer questions that may arise. To streamline the process, please send any DPI questions to oeamail@dpi.wi.gov.

~Laura

Laura Pinsonneault, Director - Office of Educational Accountability

REMINDER - Assessment Reporting

As assessment reports become available in the various vendor portals, please be aware that DPI will notify districts when results may be shared publicly. In the meantime, the data remain under embargo. This embargo usually lasts until a DPI press release date. As a reminder, any public reporting of assessment results must meet FERPA requirements regarding student data.

REMINDER - DAC/DTC Update Forms

In order to ensure that we maintain our lines of communication with each district across the state, it is important that we receive your district's updated [District Assessment Coordinator \(DAC\)](#) **AND** [District Technology Coordinator \(DTC\)](#) forms to our office as soon as possible. *Whether or not there has been a change in personnel*, please submit **DAC and DTC** update forms as soon as possible so that we can verify and maintain the most up-to-date information in our records.

- **NEW** - We have received forms from just over 50% of districts across the state. If you've submitted yours, thank you! If you haven't yet, please do so at your earliest convenience!

~Viji

Viji Somasundaram, Director - Office of Student Assessment

WISCONSIN STATEWIDE ASSESSMENT SYSTEM UPDATE

FORWARD EXAM

- **NEW - Forward Exam Student Reports and Summaries:**
 - As you know, student results for the Forward exam were released to districts via eDIRECT yesterday, **July 26**. A [User's Guide to Interpreting Reports](#) is now available on the [Forward Exam data and results webpage](#). This document highlights the types of scores and various reports associated with the assessment.
 - As stated in last week's DAC Digest, whether your district distributes those ISRs to families electronically or via the hard copy provided by DRC, we ask that you wait to do so until after August 16 when the hardcopies will have been mailed to all districts. In the meantime, these reports should be used for internal data inquiry only.
 - If you have any questions, please feel free to contact Tahira Chaudary in the Office of Student Assessment at 608-266-5187.
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- **NEW - Summary Reports now available**
 - Summary Reports for the Forward Exam are now available for your review and internal data inquiry, ahead of the original August 1 release date. You can now access them on the PRISM platform, designed to deliver online interactive reporting to authorized users. PRISM can be accessed by logging in to your eDIRECT account. For further instructions, refer to the User's Guide to Interpreting Reports linked above.

ACT HIGH SCHOOL ASSESSMENTS

ACT WorkKeys

- **REMINDER - ACT WorkKeys National Career Readiness Certificates**
 - ACT WorkKeys National Career Readiness Certificates (NCRCs) have been loaded to the Department's Secure Access File Exchange (SAFE). In addition to the certificates, a .csv file containing data for all students who obtained a NCRC is available. This file contains the unique usernames and passwords needed for students to access their My WorkKeys accounts. Accessing the My WorkKeys account is necessary for students who wish to share an electronic version of their certificate with potential employers.
 - NCRCs may be downloaded and distributed to parents/guardians and students, and students should be provided with their unique usernames and passwords in order to access their My WorkKeys accounts. For more information about the ACT WorkKeys NCRC, please visit our [OSA WorkKeys webpage](#).

ACT Aspire

- **REMINDER - Individual Student Reports (ISRs) and school and district summary reports are now available in the ASPIRE portal.**
 - ISRs may be downloaded and distributed to parents/guardians and students.
 - ACT Aspire results in the ASPIRE portal for districts contain personally identifiable student information. They should not be shared outside of a school or district setting without ensuring that FERPA data security requirements are met.

Dynamic Learning Maps (DLM)

- **REMINDER - Individual Student Reports:** PDF versions of student results will be posted through KITE Educator Portal in mid-September. Reports are slightly delayed due to science standard setting held over the summer. DACs will be notified once reports are made available. This year, student results have been consolidated into a one-page report that incorporates all content areas for ease of printing and mailing/distributing.
- **REMINDER -** The DLM system has updated the supported platforms for KITE Client (secure browser) and Educator Portal for the 2016-17 school year. The revised list of supported platforms is available below and on the [KITE Suite Requirements](#) page on the DLM website.

| Supported Platforms for KITE Client 2016-17 | Educator Portal Supported Platforms |
|--|---|
| <ul style="list-style-type: none">• Windows 7, 8.1, 10 (desktop, laptop)• MAC OS X 10.10 – 10.11• Chromebook• iPad, IOS 9 | <ul style="list-style-type: none">• Firefox 38.7.1 or above• Safari 9.0.3 or above• Internet Explorer 11• Chrome 35 or above |

This summer, district and technology personnel should plan accordingly to prepare for testing in the 2016-17 school year.

Literacy Screening (formerly PALS)

- **REMINDER - 2016-17 Reading Readiness Assessment:**
 - If you still have questions or need information about 2016-17 assessing reading readiness requirements, please refer to any of the previous DAC Digests from the month of April.
 - Efforts are currently underway with our School Management Team here at DPI to define the reimbursement process for 2016-17, and we will provide further information as soon as it is available.

DAC DIGEST DIGESTIBLES (Dates/tasks that are newly added this week are in **bold**)

| Important Dates to Remember | | |
|-----------------------------|--|---------|
| August | Aug. 5: Deduction Inquiry Process closes | OEA |
| | 16: Individual Student Reports delivered to districts | Forward |
| | 22-25: DRC Item Review meetings (ELA, Math, Social Studies) | Forward |
| September | Mid-Month: DLM Individual Student Reports available in Educator Portal | DLM |

| Important Tasks to Remember | | |
|-----------------------------|---|----------|
| <input type="checkbox"/> | Print and distribute ACT WorkKeys NCRCs | WorkKeys |
| <input type="checkbox"/> | Print and distribute ACT Aspire Individual Student Reports (ISRs) | Aspire |
| <input type="checkbox"/> | Plan accordingly to ensure that staff are able to conduct a review of deduction data during the 7/25-8/5 window should your school or district receive preliminary notification | OEA |
| <input type="checkbox"/> | Update DAC contact information and DTC contact information and submit to OSA | General |
| <input type="checkbox"/> | Update secure browser for DLM KITE Client | DLM |
| <input type="checkbox"/> | Share Vendor-based Reporting Overview with relevant members of your team | General |

| Online Resource Highlights* <i>As new resources are posted to our website, we will include them here for your convenience. This is NOT an exhaustive list, but meant to highlight resources with significant relevance to our upcoming test windows.</i> | | |
|--|---|------------|
| Resource | Contains | Assessment |
| 2016 Vendor-Based Reporting Overview | Outline of vendor-based reports from 2015-16 spring testing, including report descriptions, where/when/how to access, directions for use and distribution, etc. | General |
| User's Guide to Interpreting Reports | This guide was developed to help district and school staff access, understand, explain, and interpret the results of the spring 2016 Wisconsin Forward Exam. | Forward |